

**MUSCOGEE (CREEK) NATION**  
**REQUEST FOR QUALIFICATIONS**  
**ELECTRICAL-CONTRACTOR SERVICES**

The Muscogee (Creek) Nation is soliciting proposals from qualified construction firms to provide sub-contracting services through a stipulated lump sum for the Muscogee (Creek) Nation **College of the Muscogee Nation Garden**.

**PROJECT DESCRIPTION**

The **College of the Muscogee Nation Garden** is a development located at the South-West corner of the campus. The structure is located in Okmulgee, Oklahoma, **at 1212 Falcon Court**.

**SCOPE OF SERVICE**

The scope of work is for the electrical services for the **CMN Garden**. The routing of the electrical conduit, requirements, and electric will be provided on a document provided by Tribal Construction Services. A Pre-bid meeting for the investigation will be held April 1, 2016 and interested contractors will be able to access the site periodically as needed prior to the due date. The contractor shall be responsible to follow all codes and all items associated with the completion of the electrical scope in their stimulated lump sum. The Muscogee (Creek) Nation requires the following three bonds if the scope of work exceeds the cost of \$50,000.00: Bid, Performance, and Payment. The major tasks for the project include, but will not be limited to, the following:

By <b>02.28.2016</b>	Proposals issued/published
By <b>03.14.2016</b>	Statement of Qualifications Due
By <b>03.18.2016</b>	Contract awarded to most responsive construction firm
By <b>03.21.2016</b>	Construction Start
By <b>04.11.2016</b>	Construction Completion

**SELECTION & EVALUATION CRITERIA**

Submissions may be evaluated by the selection committee based on the following criteria:

1. Firm Experience/Qualifications (0-20 points)
2. Responsiveness to Muscogee Nation's Needs (0-20 points)
3. Capability of Meeting Schedule (0-20 points)
4. Stipulated Sum (0-20 points)
5. Indian Preference (10 points)
6. Creek TERO Preference (10 points)

Submission of qualifications indicated Respondent's acceptance of the evaluation techniques and recognition that subjective judgments must be made by the Owner during the evaluation process.

The Owner makes no guarantee that an award will be made as a result of this RFP, and reserves the right to accept or reject any or all submittals, waive any informalities, irregularities, or minor technical inconsistencies, or delete any item/requirement from this RFP or contract when deemed to be in the Owner's best interest. Representations made within the proposal submittals will be binding on responding firms.

**INSTRUCTIONS FOR QUALIFICATIONS SUBMISSION**

All firms must submit one (1) written, 8.5x11 bound proposal and one (1) electronic. Electronic copies shall be submitted to [mbillie@mcn-nsn.gov](mailto:mbillie@mcn-nsn.gov). Deadline for submission of bound written and electronic copies must be received by no later than 1:30 p.m. on March 14, 2016 and should be addressed to:

Muscogee (Creek) Nation

Attn: Lisa Lewis, Office of Management & Budgets

1008 East Eufaula – Okmulgee, OK 74447

RFP packets may be obtained by calling the Office of Tribal Construction Services at 918.549.2465 between 8:00 a.m. and 5:00 p.m. (M-F). Questions concerning the Request for Statements of Qualifications may be addressed to Keith Bunner, Project Manager, 918.549.2462.